

**MINUTES OF MEETING
ANABELLE ISLAND
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Anabelle Island Community Development District was held on Wednesday, **August 19, 2026**, at 2:00 p.m. at the Plantation Oaks Amenity Center, 845 Oakleaf Plantation Parkway, Orange Park, Florida.

Present and constituting a quorum:

Darren Gowens
Sarah Milner
Marcus Martinez

Chairman
Vice Chairperson
Assistant Secretary

Also present were:

Marilee Giles
Lindsay Moczynski *by phone*
Glen Wieger *by phone*
Freddie Oca
Jay Soriano

District Manager, GMS
District Counsel, Kilinski Van Wyk
District Engineer, Live Oak Engineering
GMS
GMS

FIRST ORDER OF BUSINESS

Roll Call

Ms. Giles called the meeting to order at 2:12 p.m. Three Board members were in attendance constituting a quorum.

SECOND ORDER OF BUSINESS

Audience Comments

Ms. Giles opened the public comment period for agenda items only and asked that comments be kept to three minutes.

Residents raised concerns regarding roadway and infrastructure conditions throughout the community. Staff discussed this may be associated with ongoing development and would be addressed as construction progressed. Drainage improvements along Windsor Lakes Way were also discussed, with staff noting that the proposed underground drainage work currently extends

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to Granite Falls Lane and that engineering would provide additional information as the project moves forward.

Residents also discussed drainage and standing-water concerns in several areas of the community, including Clayton Falls Cove, Windsor Lakes and surrounding streets. Concerns included missing or inadequate drainage, flooding of driveways and yards, high pond levels and water beneath portions of the asphalt. Staff explained that some pond levels and drainage conditions were related to ongoing construction and dewatering activities and advised residents to continue reporting specific locations so they could be reviewed with the District Engineer. Staff also noted that Dream Finders was evaluating the pond near Clayton Falls and possible lowering of the water level to help alleviate water staging affecting Block Island Parkway and nearby drainage areas.

Additional comments concerned the number of dead or failing trees throughout the development. Residents questioned the landscaping warranty period, particularly where trees had been installed before homeowners took ownership of their properties. Staff explained the District's landscape contract. Residents were encouraged to pursue builder or developer-related tree concerns with the appropriate responsible party.

THIRD ORDER OF BUSINESS

Consideration of Minutes of the July 15, 2026 Meeting

Ms. Giles presented the minutes from the July 15, 2026, meeting and asked for any comments or corrections. The Board had no changes to the minutes.

On MOTION by Mr. Gowens, seconded by Mr. Martinez, with all in favor, the Minutes of the July 15, 2026, Meeting, were approved.

FOURTH ORDER OF BUSINESS

Ratification of:

A. Variance Agreement for Fence Easement – Lot 161

Ms. Giles reviewed ratification of a variance agreement for Lot 161 that had previously been approved.

On MOTION by Mr. Gowens, seconded by Mr. Martinez, with all in favor, the Variance Agreement for Lot 161, was ratified.

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B. Work Authorization with United Land Services for Sandridge Entrance Refresh and Irrigation Installation

Ms. Giles reviewed ratification of a work authorization with United Land Services for landscaping and irrigation work at the entrance to Sandridge. Staff explained that the project was associated with restoration following roadway work and included replacement of landscaping, sod and irrigation. Ms. Giles noted that pricing had been revised and coordinated with the District's contractor.

On MOTION by Mr. Gowens, seconded by Ms. Milner, with all in favor, the Work Authorization with United Land Services for Sandridge Entrance Refresh and Irrigation Installation, was ratified.

FIFTH ORDER OF BUSINESS

**Consideration of Resolution 2026-07,
Adopting the Annual Meeting Schedule
for Fiscal Year 2027**

Ms. Giles presented Resolution 2026-07, adopting the annual meeting schedule for Fiscal Year 2027. Staff noted that the District is required to establish and publish its annual meeting schedule. Meetings will continue to be held on the third Wednesday of each month at 2:00 p.m., unless otherwise noted on the schedule. Upon approval, the schedule will be posted to the District's website and published in the local newspaper.

On MOTION by Mr. Gowens, seconded by Ms. Milner, with all in favor, Resolution 2026-07 Adopting the Annual Meeting Schedule for Fiscal Year 2027, was approved.

SIXTH ORDER OF BUSINESS

**Public Hearing Adopting the Budget for
Fiscal Year 2027**

Ms. Giles presented the Fiscal Year 2027 budget. She noted that the Board had previously approved the proposed budget at the May meeting. Although the overall budget increased, developer contributions were included to keep assessments flat for residents. She also noted that the budget included a comparison of Fiscal Year 2026 and Fiscal Year 2027 assessments.

Ms. Giles asked the Board for a motion to open the public hearing.

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On MOTION by Mr. Gowens, seconded by Ms. Milner, with all in favor, Opening the Public Hearing, was approved.

There being no public comments, Ms. Giles asked for a motion to close the public hearing.

On MOTION by Mr. Gowens, seconded by Mr. Martinez, with all in favor, Closing the Public Hearing, was approved.

A. Consideration of Resolution 2026-05, Relating to the Annual Appropriations and Adopting the Budget for Fiscal Year 2027

Ms. Giles presented Resolution 2026-05, relating to the annual appropriations and adopting the Fiscal Year 2027 budget.

On MOTION by Mr. Gowens, seconded by Ms. Milner, with all in favor, Resolution 2026-05 Relating to the Annual Appropriations and Adopting the Budget for Fiscal Year 2027, was approved.

B. Consideration of Resolution 2026-06, Imposing Special Assessments and Certifying an Assessment Roll for Fiscal Year 2027

Ms. Giles presented Resolution 2026-06, providing for the imposition of special assessments and certification of the assessment roll for Fiscal Year 2027. Staff explained that the resolution allows the assessments to be placed on the County tax roll and collected through the annual property tax bills.

On MOTION by Mr. Gowens, seconded by Ms. Milner, with all in favor, Resolution 2026-06 Imposing Special Assessments and Certifying an Assessment Roll for Fiscal Year 2027, was approved.

SEVENTH ORDER OF BUSINESS

Consideration of Budget Deficit Funding Agreement for Fiscal Year 2027

Ms. Giles presented the Budget Deficit Funding Agreement for Fiscal Year 2027. Ms. Moczynski explained that, although the overall budget increased, the increase would not be passed on to individual residential homeowners. The developer will fund the difference for additional District costs during Fiscal Year 2027. The agreement memorializes the developer's obligation to provide the deficit funding and is similar to the agreement approved for the prior fiscal year.

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On MOTION by Mr. Gowens, seconded by Ms. Milner, with all in favor, the Budget Deficit Agreement for Fiscal Year 2027, was approved.

EIGHTH ORDER OF BUSINESS

Consideration of Proposals Received in Response to the Landscape and Irrigation Maintenance RFP

- A. Brightview**
- B. Ruppert**
- C. Sun State**
- D. United**
- E. Verdego**
- F. Yardnique**

Ms. Giles reviewed the proposals received for landscape and irrigation maintenance. She explained the scoring process and noted that all proposers were required to be scored, even where pricing exceeded the District's anticipated budget. Following completion and review of the individual scores, the overall rankings were determined as follows: BrightView ranked first with an overall score of 85.66, United Land Services ranked second with 81.32, and VerdeGo ranked third with 74.37.

On MOTION by Mr. Gowens, seconded by Mr. Martinez, with all in favor, the Ranking of the Landscape and Irrigation Maintenance Proposals with Brightview Ranked First, United Land Services Ranked Second, and Verdego Ranked Third, was approved.

The Board discussed moving forward with the top-ranked proposer and the timing necessary to have the new landscape contract in place for the beginning of the fiscal year. It was noted that the existing agreement with United expires September 30th and that staff would need sufficient time to negotiate and prepare the new agreement with BrightView. The Board also discussed maintaining the second- and third-ranked firms as alternatives should negotiations with BrightView be unsuccessful.

On MOTION by Mr. Gowens, seconded by Ms. Milner, with all in favor, to Authorize Chair Gowens to Work with District Staff to

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Negotiate and Execute the Landscape and Irrigation Maintenance Agreement with Brightview, was approved.

The Board discussed the non-renewal of the existing landscape and maintenance agreement with United Land Services.

On MOTION by Mr. Gowens, seconded by Ms. Milner, with all in favor, Non-Renewal of the Existing Landscape and Irrigation Maintenance Agreement with United Land Services, was approved.

NINTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Moczynski stated she had no specific items to report and reminded the Board that the required ethics training must be completed by the end of the year.

B. Engineer – Discussion of Underdrain Project

Mr. Wieger provided an update on the underdrain project and permitting. Alliance resubmitted information to the District on June 18th, received a Request for Additional Information (RAI) on July 16th, and responded on July 28th. The required fee was paid on July 22nd. The permit remains under review, with several comments still requiring resolution, and no permit has been issued. Mr. Wieger had also not received an update regarding coordination with the County. The anticipated start of construction remained September, subject to receipt of the necessary permit.

Mr. Wieger also provided an update regarding Block Island construction. The inspection team observed flooding in the area and discussed the issue with field crews and Dream Finders. Dream Finders was aware of the concern and was exploring potential solutions but had not yet provided a firm plan or recommendation.

C. Manager – Discussion of Fiscal Year 2027 Goals and Objectives

Ms. Giles presented the Fiscal Year 2027 Goals and Objectives, explaining that Florida law requires special districts to establish annual goals, objectives, performance measures, and standards for reporting. The proposed goals and objectives were recommended by staff and were generally consistent with those established for the prior year. It was noted that the goals were

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designed to be reasonably attainable based on the District's current operations, including a goal of holding at least six meetings annually.

On MOTION by Mr. Gowens, seconded by Ms. Milner, with all in favor, the Fiscal Year 2027 Goals and Objectives, was approved.

D. Operations Manager

Mr. Soriano reported that the Landscape and Irrigation Maintenance RFP was the primary focus during the previous month. He then provided an update regarding flooding near Windsor Lake. Residents had contacted staff regarding elevated water levels affecting two ponds in the area. Staff investigated and determined that several beaver dams were located on adjacent property owned by American Homes for Rent. The flooding was primarily contained to that property but was beginning to impact the District's property and nearby homeowners.

Staff had previously attempted to remove portions of the dams, but the beavers returned and rebuilt them. Because the dams are located on private property, District staff cannot enter the property to perform additional work. It was noted that American Homes for Rent had also inspected the area and attempted to address the dams.

The Board discussed future construction in the area and the potential for the flooding to affect the District's upcoming work. It was noted that the adjacent property had recently transferred to Century Communities. Staff will attempt to contact Century Communities and coordinate with Dream Finders to make them aware of the beaver activity and drainage concerns as development proceeds.

Amendment to the Agenda – Lot 270 Encroachment Petition

The Board amended the agenda to add consideration of a petition from the owners of Lot 270 regarding a proposed fence encroachment. The motion to amend the agenda was approved.

On MOTION by Mr. Gowens, seconded by Ms. Milner, with all in favor, to Amend the Agenda to Add Lot 270 Encroachment Petition, was approved.

The property owners explained that they were requesting permission to install a six-foot panel vinyl fence in connection with a proposed pool. The requested fence location would extend

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into a drainage easement containing a large drainage pipe. The owners stated they were willing to enter into an agreement accepting responsibility for installation, removal, repair and maintenance of the fence and allowing the District access when necessary.

Mr. Wieger expressed concern with allowing the fence within the drainage easement due to the size and depth of the drainage pipe and the need to maintain sufficient access for future inspection, maintenance or repairs. Ms. Moczynski agreed that adequate access must be preserved for the District and other governmental entities with rights to the easement. The Board also discussed the potential precedent of granting an exception when other properties surrounding the pond contain similar easements.

Following discussion, the Board determined that the fence should not be permitted within the side drainage easement. The Board clarified that the previously approved arrangement for the rear portion of the property could remain subject to execution of the appropriate agreement.

On MOTION by Mr. Gowens, seconded by Ms. Milner, with all in favor, the Board Disapproved the Lot 270 Petition to Allow the Fence within the Drainage Easement, While Maintaining the Requirement that the Property Owners Enter into an Agreement Regarding the Fence along the Rear of the Property, was approved.

TENTH ORDER OF BUSINESS

Supervisors Requests

Ms. Giles asked for any Supervisors requests. There being no comments, the next item followed.

ELEVENTH ORDER OF BUSINESS

Audience Comments

Ms. Giles asked for any audience comments and asked that they be kept to three minutes.

Audience comments continued with discussion regarding trees located within District and conservation easement areas. Staff explained that residents with concerns about potentially hazardous or damaged trees should contact management so the specific tree can be inspected and documented. It was noted that healthy trees within conservation areas are generally expected to remain in their natural condition; however, trees determined to present an actual safety concern may be evaluated for appropriate action. Staff also clarified that photographs are taken during inspections to document conditions and protect both the District and residents.

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A resident raised concerns regarding construction traffic associated with nearby development, including potential damage to District-maintained roadways. The resident requested that the District explore whether construction vehicles could be restricted from using community roads and directed to another access point. Staff advised that the District could investigate whether construction vehicles are violating any applicable requirements and address matters within the District's authority but could not provide advice regarding individual homeowners or private property matters. Additional discussion followed regarding prior roadway damage from construction vehicles and the importance of documenting and reporting concerns so they can be addressed with the appropriate parties.

Additional comments were made regarding required tree types within the community, including concerns that certain trees originally represented or required during development had not been installed. Staff explained that matters involving approved development plans and required landscaping may fall under Clay County's permitting and inspection authority. Residents were encouraged to submit concerns to the County when appropriate. Staff agreed to post relevant contact information on the Anabelle Island community page so residents would know where to direct those concerns.

TWELFTH ORDER OF BUSINESS**Financial Reports****A. Balance Sheet and Statement of Revenues & Expenditures****B. Assessment Receipts Schedule****C. Approval of Check Register**

Ms. Giles presented the balance sheet and income statement as of July 31, 2026, and the assessment receipt schedule reflecting 100% collections. The Board also reviewed the check register in the amount of \$10,904.71.

On MOTION by Mr. Gowens, seconded by Ms. Milner, with all in favor, the Check Register Totaling \$10,904.71, was approved.

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THIRTEENTH ORDER OF BUSINESS

Ratification of Funding Request No. 33

Ms. Giles reviewed Funding Request No. 33 in the amount of \$33,332.44, representing the developer contribution.

On MOTION by Mr. Gowens, seconded by Mr. Martinez, with all in favor, Funding Request No. 33 in the Amount of \$33,332.44, was ratified.

FOURTEENTH ORDER OF BUSINESS

**Next Scheduled Meeting – Wednesday
September 16, 2026 @ 2:00 p.m.**

Ms. Giles stated the next meeting is scheduled for September 16, 2026, at 2:00 at the same location.

FIFTEENTH ORDER OF BUSINESS

Adjournment

Ms. Giles asked for a motion to adjourn the meeting.

On MOTION by Mr. Gowens, seconded by Ms. Milner, with all in favor, the meeting was adjourned.

Signed by:

Marilee Giles

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Secretary/Assistant Secretary

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Darren Gowens

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Chairman/Vice Chairman